

Annual Property Maintenance Service Agreement

Date: _____

1. Parties

Property Owner: _____

Address: _____

Phone: _____

Email: _____

Service Provider: _____

Address: _____

Phone: _____

Email: _____

2. Property Description

Address of Property to be Serviced:

3. Term

This Agreement commences on _____ and continues for a period of one (1) year, unless terminated earlier according to Section 10.

4. Services Provided

The Service Provider agrees to perform the following maintenance services:

- Lawn mowing and edging
- Weeding and landscaping
- HVAC filter replacement
- Gutter cleaning
- Minor repairs
- Other: _____

5. Schedule

Services shall be performed on the following schedule:

Service	Frequency	Notes
Lawn Mowing	Weekly/Bi-weekly/Monthly	
HVAC Maintenance	Quarterly	
Gutter Cleaning	Twice per year	
Other	_____	

6. Payment Terms

Total Annual Fee: \$ _____

Payment Schedule: Monthly / Quarterly / Annually (circle one)

Payment is due on the _____ day of each period.

7. Responsibilities

Property Owner:

- Provide access to the property as needed for services.
- Report any additional maintenance issues promptly.

Service Provider:

- Perform services professionally and timely.
- Notify Property Owner of issues requiring attention.

8. Insurance & Liability

The Service Provider shall maintain appropriate liability insurance and is responsible for any injuries or damages caused during provision of services.

9. Additional Terms

10. Termination

Either party may terminate this Agreement with 30 days written notice. Payment will be prorated based on services rendered.

Property Owner Signature

Date: _____

Service Provider Signature

Date: _____